



State of Idaho

DIVISION OF FINANCIAL MANAGEMENT

Executive Office of the Governor

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July 19, 2005

MEMORANDUM

TO: Agency Fiscal Officers

FROM: David Hahn, Financial Management Analyst Sr.

SUBJECT: **FISCAL YEAR 2006-2007 WAGE AND SALARY REQUIREMENTS REPORT**

The following reports are available on-line under sysid AUIS44F from the State Controller's Office that in their entirety comprise the FY 2006-2007 Wage and Salary Requirements Report (WSR) for your agency.

1. AU 448140 – WSR Detail by Budget Unit by Fund Detail, by Fund within the Agency.
2. AU 448142 – WSR Agency Summary by Position Type by Fund Detail, by Fund. Also includes Budget Calculation Factors for the respective agency.
3. AU 448143 – WSR Budget Unit Summary within agency by Position Type by Fund Detail, by Fund.
4. A 449125 – Actuals from Operating File for Fiscal Year by Fund Detail, by Fund Reports. Actual personnel costs by agency by PCN. Shows Budget Unit, PCA, Index, Fund, and Fund Detail for the Position.
5. B 449125 – Actuals from Operating File for Fiscal Year by Agency.
6. A 448145 – WSR Budget Unit Appropriation by Fund Detail, by Fund. Reflects the FY 2006 Personnel Appropriation by Budget Unit.
7. B 448145 – WSR Agency Appropriation by Fund. Reports by Fund Detail, by Fund, by Agency Appropriation for FY 2006.
8. A 448120 – Results of Position Budget Calculation.

The following information is provided for your reference in utilizing the WSR.

Page 13 of the FY 2007 *Budget Development Manual* has the FY 2006-2007 projected benefit rates for state agencies. Page 14 of the *Budget Development Manual* lists the specific worker compensation rate used for your agency.

The benefit rate pertaining to vacant or new positions is provided in Appendix D of the *Budget Development Manual*. The table calculation includes a statewide average rate for worker compensation.

The WSR reflects all IPOPS Personnel Actions submitted by June 3, 2005 with an effective date no later than June 5, 2005, and Position Control Actions submitted by May 31, 2005 with an effective date of June 5, 2005.

It is important to remember that the "Actual" column on the WSR is from the STARS operating file and accurately reflects how costs were incurred. "Current" and "Projected" columns are based on the current incumbent's salary, and will show on the report according to the agency directed default distribution entered on the position control file for budget purposes. The result is that the position (and the incumbent) budgeted costs may be under one budget unit and/or fund, while the actuals may appear under another budget unit/or fund depending on where costs are actually incurred.

If you need further assistance, please contact your DFM analyst at your earliest convenience.

cc: Jeff Youtz, LSO
Brandon Woolf, EIS
DFM Analysts